

**LONG PRESTON PARISH COUNCIL**  
**EXTRAORDINARY GENERAL MEETING**

**MONDAY 21<sup>ST</sup> MARCH 2016**

**DRAFT MINUTES**

**Present:** Cllrs Goodall (Chairman), Tyrer (Vice Chariman), Kay, Inglis and Morley

**In attendance:** Gillian Muir (Parish Clerk & RFO), incoming Locum Clerk Marijke Hill and one member of the public.

**1. Apologies and reasons for absence:** Cllr Sturgess

**2. Code of Conduct and Disclosable Pecuniary Interests**

- a. Cllr Morley declared his interest in a field rented from the owner of Beckstone House. No further Disclosable Pecuniary Interests or other interests were recorded in relation to items on this Agenda.
- b. No requests were made for dispensations in connection with items on this Agenda.

**3. Confidential agenda items:** item 8

**4. Deed of Easement for 3 & 4 The Cottages, Back Green**

Councillors discussed an urgent request from the owners of 3 & 4 The Cottages for permission to erect scaffolding on Back Green.

**RESOLUTION:** Cllr Tyrer will draw up a licence giving permission for the owners of 3 & 4 The Cottages to erect scaffolding on Back Green on condition that minimal disruption is caused and any damage is repaired within a specified timeframe. The licence fee will be £250 for a 2 month period. The owners will have the option to extend the licence for a further two months at the specified cost. Cllr Tyrer will carry out this work in a voluntary capacity as a parish councillor. A draft licence will be presented for approval at the next council meeting.

The owners of 3 & 4 The Cottages have also requested an easement.

The following **RESOLUTIONS** were made:

- A surveyor will be instructed to value the easement
- A solicitor will draw up an easement giving permission for vehicular access and for connection to/maintenance of services.
- The council instructed Cllr Tyrer to conduct this work in his professional capacity as a solicitor with John Whittle Robinson.
- Cllr Tyrer will not financially gain from this work. There will be an undertaking that the owners of 3 & 4 The Cottages will be liable for all the parish council's legal costs.
- Once prepared the easement will be presented to the council for approval.

**5. Parish Maintenance and Assets**

**5.1 Street Lighting**

- a. Cllr Tyrer will write to Electricity North West (ENW) to explain the financial position of the council and query their decision to condemn the street lights at Bridge End and Station Road. In anticipation of this letter, Electricity North West has given assurances that they will not take any action without further consultation with the parish council.

At the next meeting, council will discuss a strategy that will enable the street lighting stock to be adopted North Yorkshire County Council.

**5.2 Bye-laws board**

**RESOLUTION:** the council will construct a bye-laws notice board reflecting the appearance of the previous, missing board. Cllr Inglis will make the necessary enquiries.

### 5.3 Parish lengthsman

The lengthsman has levelled the platform of the bench on Moor Lane and is refurbishing the seat sited next to the south bound bus shelter. Works will start soon on the YDNPA footpath strimming programme.

**RESOLUTION:** the lengthsman will be allocated up to 2 hours each month to carry out small maintenance jobs around the parish e.g. leaf clearance of paths.

### 5.4 Other parish maintenance matters – none

Cllr Morley will co-ordinate celebrations for the Queens 90<sup>th</sup> birthday and report back at the next meeting.

## 6. Policies

### 6.1 Standing Orders

**RESOLUTION:** the standing orders were approved subject to the agreed amendments. These will be adopted at the next council meeting.

### 6.2 Finance Regulations

**RESOLUTION:** the finance regulations were approved subject to the agreed amendments. A tender process for the lengthsman and grass cutting contract will be re-introduced. The revised document will be adopted at the next council meeting.

## 7. Finance

**7.1 RESOLUTION:** a £270 donation to Settle Swimming Pool under the Public Health Act 1936 Section 221 was approved.

**7.2** A final payment of £890.97 to the Public Works Loan Board was made by direct debit on 15th March 2016

**7.3 RESOLUTION:** the 2015-16 contribution to the Clerk's pension will be £433.62. Payment was authorised.

**7.4** The bank statements for Quarter 3 were verified by Cllr Tyrer. No issues were reported.

**7.5** £2000 will be allocated to the cost of a mower on the 2016-17 budget.

**7.6** Councillors noted a report comparing the budgeted figures for 2015-16 to the actual income and expenditure for the year to date

**7.7** The BT contract to adopt the telephone kiosk by Maypole Green was reviewed. Cllr Tyrer will provide the appropriate wording to enable two signatories from the parish council to sign the document.

**7.8** Other financial matters

**RESOLUTION:** £5000 will be moved from the current account to the deposit account.

**8. RESOLUTION:** the press and public were excluded from the meeting to enable the council to discuss matters regarding the 2016 village green grass cutting contract and staffing in private session.